

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY HAZARDOUS WASTE, LIQUID INDUSTRIAL WASTE, AND PCB MANIFEST REQUIREMENTS

(rev February 27, 2007)

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WHEN YOU ARE REQUIRED TO USE THE UNIFORM HAZARDOUS WASTE MANIFEST FOR HAZARDOUS WASTE, LIQUID INDUSTRIAL WASTE, AND POLYCHLORINATED BIPHENYL SHIPMENTS

Federal and state regulations require generators, transporters of hazardous waste, and owners or operators of hazardous waste designated facilities (usually treatment, storage, and disposal facilities) to use the uniform hazardous waste manifest form (8700-22) and, if necessary, the continuation sheet (Form 8700-22A), for both inter- and intrastate transportation of hazardous waste as defined in CFR 40 and Part 111 of Act 451 of 1994, as amended (Part 111). State regulations will also require the use of the new uniform hazardous waste manifest for all regulated shipments of liquid industrial waste as required in Part 121 and polychlorinated biphenyl (PCB) waste as required in Act 147 of Act 451 of 1994, as amended as per the current Operational Memos, respectively, 121-4 and 147-1.

Links to following referenced regulations may be obtained at www.michigan.gov/deqwaste, then click on “Hazardous and Liquid Industrial Waste” (left side of screen), “Hazardous and Liquid Industrial Waste Management” (on either the left side or center of screen), and “Statutes and Rules” under the Laws & Rules heading (bottom center of the screen).

Links to the following referenced operational memos may be obtained at www.michigan.gov/deqwaste, then click on “Hazardous and Liquid Industrial Waste” (left side of screen), “Hazardous and Liquid Industrial Waste Management” (on either the left side or center of screen), and “Manifests for Hazardous and Liquid Industrial Waste Shipments” under the Information heading (top center of the screen).

EFFECTIVE DATE FOR THE NEW UNIFORM HAZARDOUS WASTE MANIFEST

The final federal rule went into effect on September 6, 2005. But in order to accommodate the key interests, a delayed compliance period of 12 months was put into place for the new manifest form and its requirements. “The delayed compliance period began on the effective date of the rule, which was September 6, 2005, and end 12 months later on September 5, 2006. Therefore, prior to September 5, 2006, the previous manifest forms and requirements were used. **After September 5, 2006, only the new manifest form and requirements established under today's final rule are valid and acceptable for use** [*Note: in Michigan this includes liquid industrial waste and polychlorinated biphenyls*]. All shipments of hazardous waste initiated by generators or offerors on or after September 5, 2006 must be accompanied by the revised manifest form. Manifests initiated under the old forms and procedures by generators or offerors before this date

may continue to accompany waste shipments that are already in transportation after the delayed compliance date for today's rule."

(See Federal Register: March 4, 2005 (Volume 70, Number 42) Page 10775-10825, ENVIRONMENTAL PROTECTION AGENCY 40 CFR Parts 260, 261, 262, 263, 264, 265, and 271 [FRL-7867-4] RIN 2050-AE21; Hazardous Waste Management System; Modification of the Hazardous Waste Manifest System Final rule; Detailed Discussion of the Final Rule H.1. Delayed Compliance Date for Revised Form--Introduction. [Page 10794] 3. Delayed Compliance Date--Final Rule Approach)

OBTAINING MANIFESTS

You may obtain your new blank uniform hazardous waste manifest from any of the Environmental Protection Agency (EPA) approved organizations. The Table of Approved Registrants provides information on organizations approved by the EPA Manifest Registry to print the RCRA hazardous waste manifest. The table also provides information on how to contact organizations to obtain forms. You can access the list from the web at <http://www.epa.gov/epaoswer/hazwaste/gener/manifest/registry/index.htm>. The directions for completing the form are at <http://www.epa.gov/epaoswer/hazwaste/gener/manifest/registry/man-inst.pdf>.

DEFINITION OF A MANIFEST AND A MANIFEST TRACKING NUMBER

Under Section 260.10 in 40 CFR:

Manifest: The shipping document EPA Form 8700-22 (including, if necessary, EPA Form 8700-22A), originated and signed by the generator or offeror in accordance with the instructions in the appendix to 40 CFR part 262 and the applicable requirements of 40 CFR parts 262 through 265.

Manifest tracking number: The alphanumeric identification number (i.e., a unique three letter suffix preceded by nine numerical digits), which is pre-printed in Item 4 of the Manifest by a registered source.

MANIFEST DISTRIBUTION

Page 1 (top copy): ``Designated facility to destination State (if required as it is in Michigan)".

Page 2: ``Designated facility to generator State (if required as it is in Michigan)".

Page 3: ``Designated facility to generator".

Page 4: ``Designated facility's copy".

Page 5: ``Transporter's copy".

[Page 1-5 will have three signatures and are referred to by the MDEQ as the "TSD manifest".]

Page 6 (bottom copy): ``Generator's initial copy".

[Page 6 will have two signatures and is referred to by the MDEQ as the "Generator manifest".]

ADDRESS ALL MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ) MANIFEST COPIES TO:

WASTE AND HAZARDOUS MATERIALS DIVISION
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 30038
LANSING MI 48909-7538

GENERATOR MANIFEST DISTRIBUTION

Upon placing the waste into transportation, after the generator or offeror and first transporter signs and dates the manifest, the generator or offeror must make a legible copy and submit the copy to the Michigan Department of Environmental Quality (MDEQ), Waste and Hazardous Materials Division no later than the 10th day of the month following the shipment.

SUGGESTIONS:

- » The MDEQ recommends that a copy of page 1 is made after the manifest is signed and dated by the generator and the transporter but before it is sent with the transporter. This will guarantee the generator has a legible copy and that the copy submitted to the MDEQ is also legible. If the MDEQ receives a copy that is not legible you will be contacted to re-submit a legible copy. [NOTE: To become registered with the EPA the printer has to submit samples of the manifest. This has been tested and the sixth page is supposed to be legible. If problems continue with the sixth page being legible or with the ability to copy the sixth page, comments should be submitted to the EPA.]
- » Do not forget that a copy of the continuation sheet (if used) must be submitted. The MDEQ recommends keeping the two or more pages for the same manifest tracking number together.
- » The MDEQ requests that you do not stapling manifests together for the month. The staples must be removed and this can damage the manifests and cause problems with processing.
- » The MDEQ must code each manifest for data processing. To assist in the correct coding of the manifest do not write on the top of the manifest.
- » If, instead of submitting a copy with the generator and first transporter signature (what the DEQ terms the “generator copy”), the copy that has the signature of the designated facility (what the DEQ terms the “TSD copy”) is be submitted by the generator please write “GENERATOR COPY” clearly on the bottom of the manifest.
- » Care must be taken with the handling of the manifests because the carbonless paper easily smudges and that will create problems with the legibility of all copies.

MICHIGAN DESIGNATED FACILITY MANIFEST DISTRIBUTION

Upon signing and dating the manifest as received, give page 5: "Transporter" copy to the transporter. Return page 3: "Designated Facility to Generator Copy" to the generator. Mail either page 1 or 2 to the Michigan Department of Environmental Quality, Waste and Hazardous Materials Division no later than the 10th day of the month following receipt of the shipment.

STATE-SPECIFIC HAZARDOUS WASTE CODES

Beyond the hazardous waste listed by the EPA, the MDEQ has additional state-specific waste codes. These can be found in the Hazardous Waste Management Program Administrative Rules promulgated pursuant to Part 111, Hazardous Waste Management, of Michigan's Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. A copy of the regulations may be obtained on the web at <http://www.michigan.gov/deq/>, then click on waste (left side of screen), Hazardous and Liquid Industrial Waste (left side of screen), Hazardous and Liquid Industrial Waste Management (center of screen), and the Statutes and Rules under Laws & Rules (bottom center of the screen).

STATE-SPECIFIC LIQUID INDUSTRIAL WASTE CODES

Shipments of liquid industrial waste must be manifested as required in Part 121 of Act 451 of 1994, as amended. A copy of the regulations may be obtained on the web at <http://www.michigan.gov/deq/>, then click on waste (left side of screen), Hazardous and Liquid Industrial Waste (left side of screen), Hazardous and Liquid Industrial Waste Management (center of screen), and the Statutes and Rules under Laws & Rules (bottom center of the screen).

If the waste is regulated under Part 121 and is a hazardous waste, the hazardous waste code must be utilized on the manifest. This applies to hazardous waste that is generated and manifested by a conditionally exempt small quantity generator, and when a hazardous waste meets an exemption under the hazardous waste regulations but it is still subject to the Part 121 regulations (e.g. gasoline removed from a storage tank being shipped for fuel blending).

Section 12109(3) states in pertinent part, "The department may authorize, for certain waste streams, the use of a consolidated manifest as authorized under section 12103(1)(d). . ." This consolidated waste authorization is detailed in Operational Memo 121-3. If the waste is

regulated under Part 121 and is a hazardous waste, the hazardous waste code must be utilized. The required non-hazardous liquid industrial waste and consolidated waste codes are as follows:

<u>WASTE STREAM</u>	<u>WASTE CODE</u>	<u>CONSOLIDATED WASTE CODE</u>
Mixed Solvents	007L	007LC
Pharmaceutical	014L	014LC
Crankcase Oil	017L	017LC
Coolants and Water Soluble Oils	019L	019LC
Other Oil	021L	021LC
Brine	022L	022LC
PCB	026L	026LC
Other wastes	029L	029LC
Antifreeze	030L	030LC
Storm Sewer Cleanouts	031L	031LC
Sanitary Sewer Cleanouts	032L	032LC
X-Ray/Photo Cleaning Solutions	033L	033LC
Water Based Cleaning Solutions	034L	034LC
Car Wash Sludges	035L	035LC
Grease Trap Wastes	036L	036LC

STATE-SPECIFIC POLYCHLORINATED BIPHENYL (PCB) WASTE CODES

State regulations will also require the use of the new uniform manifest for PCB waste as required in Act 147 of Act 451 of 1994, as amended as per the current Operational Memo 147-1.

REQUIREMENTS FOR COMMINGLING HAZARDOUS WASTE OR CONSOLIDATING LIQUID INDUSTRIAL WASTE

The MDEQ is proposing a Part 111 rule change for Rule 304 (6) to require the letters “CS” for com-same, where the generator commingles hazardous waste has the same DOT shipping description, hazard class and “CD” for com-diff where the generator commingles hazardous waste does not have the same DOT shipping description, hazard class and packing group, to be added to the end of the waste code (e.g., D001CS). This is currently being managed under the guidance presented in Operational Memo 111-24.

Part 121, Section 12103(1)(d), authorizes the use of a consolidated manifest. This consolidation is authorized in Operational Memo 121-3. Utilizing a consolidated manifest under Part 121 is contingent on transporter compliance with specific requirements in OP-Memo 121-3. Section (3)(b) of the Op-memo addresses the addition of the letter “C” (for consolidated) at the end of the waste code. A Part 121 regulated waste that is a hazardous waste and is manifested by a conditionally exempt small quantity generator, if waste is consolidated by the transporter, the letter “C” is added.

REQUIREMENTS FOR SHIPMENTS OF HAZARDOUS WASTE TRANSITS THROUGH CANADA

With regard to shipments of hazardous waste transits through Canada (i.e., shipment of hazardous waste from the U.S., crossing through Canada, and back into the U.S., for example, from a New York generator to a Michigan TSD), the following is the response from U.S. EPA on this issue.

There would be no requirement to add anything to the U.S. manifest to reflect that the shipment entered Canada briefly and then left Canada while on its way to the U.S. facility. They would, however, need to comply with the Canadian permit and manifest requirements applicable to transits. The U.S. does not consider transit movements through Canada to be "exports" followed by an "import" under our transboundary waste programs. We only apply the export classification to those movements out of the U.S. to a foreign consignee for management by that consignee. These are the export movements for which we require pre-notification and consent under our export regulations and bilateral agreements. While the U.S. does not have requirements in place specific to transit shipments, Environment Canada (EC) does impose additional requirements for these shipments. That is, one must obtain a permit from EC to cover the transit through Canada, and one must also carry the Canadian manifest (movement document) while the material is being transported through Canada. While these additional requirements are imposed under Canadian law, this does not alter the fact that the materials are being shipped from a generation site in the U.S. to a destination facility in the U.S. So, there is neither an export nor an import within the meaning of U.S. hazardous waste regulations. This was confirmed by Rachel Mainville-Dale at EC who stated that carriers rather than generators are required to apply for the transit permit from EC. Typically the permitting process does not take longer than a week. The carrier need not be Canadian. There is no federal ID number for carriers in Canada, so Canada uses the provincial number, if any, or state ID number. When a transit shipment occurs, the carrier is required to drop a Canadian movement document at customs on entry and on exit.

MANAGEMENT METHOD CODE

This is the code the designated facility enters on the manifest. For all hazardous waste use the applicable code listed below. For all liquid industrial waste or polychlorinated biphenyl waste, use the most applicable code listed below but if one does not apply please enter respectively, LIW or PCB.

The following clarification was provided by the US EPA in response to the question: if residue in the tanker is shipped back to the generator. On the initial manifest from the generator to the TSD what is the management code when some of the waste is rejected and some is accepted. When the generator receives the waste back at their site on a new manifest, what do they enter as a management code?

There are no Management Method codes that currently address rejection vs. acceptance of waste. For waste that is accepted by the original TSDF, a management method code would be entered for the accepted waste to indicate the intended management process to be employed at the facility for accepted waste. For rejected waste, the facility is declining to manage it with a

permitted process, so no management code would be entered for rejected waste. (While waste could be temporarily staged after rejection, again, this is not a permitted management process, and no code corresponds to this). Similarly, the return of waste to the generator under a return shipment manifest does not in fact result in the waste being delivered to a permitted facility so that it may be managed with a permitted process for which there exist a Management Method Code. While we added generators taking back return shipments to the definition of "designated facility" so that they could legally receive delivery of wastes under a manifest, a Management Method Code is not really appropriate in this instance, as we have only returned the waste to the generator, who now must again locate a permitted facility to manage its waste.

Management Method Code as of 2005

Reclamation and Recovery

H010 Metals recovery including retorting, smelting, chemical, etc.

H020 Solvents recovery (distillation, extraction, etc)

H039 Other recovery or reclamation for reuse including acid regeneration, organics recovery, etc.

H050 Energy recovery at this site - used as fuel (includes on-site fuel blending before energy recovery; report only this code)

H061 Fuel blending prior to energy recovery at another site (waste generated either on site or received from off site)

Destruction or Treatment Prior to Disposal at Another Site

H040 Incineration - thermal destruction other than use as a fuel (includes any preparation prior to burning)

H071 Chemical reduction with or without precipitation (includes any preparation or final processes for consolidation of residuals)

H073 Cyanide destruction with or without precipitation (includes any preparation or final processes for consolidation of residuals)

H075 Chemical oxidation (includes any preparation or final processes for consolidation of residuals)

H076 Wet air oxidation (includes any preparation or final processes for consolidation of residuals)

H077 Other chemical precipitation with or without pre-treatment (includes processes for consolidation of residuals)

H081 Biological treatment with or without precipitation (includes any preparation or final processes for consolidation of residuals)

H082 Adsorption (as the major component of treatment)

H083 Air or steam stripping (as the major component of treatment)

H101 Sludge treatment and/or dewatering (as the major component of treatment; not H071-H075, H077, or H082)

H103 Absorption (as the major component of treatment)

H111 Stabilization or chemical fixation prior to disposal at another site (as the major component of treatment; not H071-H075, H077, or H082)

H112 Macro-encapsulation prior to disposal at another site (as the major component of treatment; not reportable as H071-H075, H077, or H082)

H121 Neutralization only (no other treatment)

H122 Evaporation (as the major component of treatment; not reportable as H071-H083)
H123 Settling or clarification (as the major component of treatment; not reportable as H071-H083)
H124 Phase separation (as the major component of treatment; not reportable as H071-H083)
H129 Other treatment (specify in comments; not reportable as H071-H124)
H131 Land treatment or application (to include any prior treatment and/or stabilization)
H132 Landfill or surface impoundment that will be closed as landfill (to include prior treatment and/or stabilization)
H134 Deepwell or underground injection (with or without treatment; this waste was counted as hazardous waste)
H135 Discharge to sewer/POTW or NPDES (with prior storage - with or without treatment)

Transfer Off Site

H141 The site receiving this waste stored/bulked and transferred the waste with no treatment or recovery (H010-H129), fuel blending (H061), or disposal (H131-H135) at that receiving site.

REJECTED WASTE LOAD PROCEDURES

The regulations can be found in 40 CFR under; Section 263.21 Compliance with the manifest, Section 264.72; Manifest discrepancies and Section 265.72 Manifest discrepancies. The final rule is available on the web at <http://www.epa.gov/fedrgstr/EPA-WASTE/2005/March/Day-04/f1966.htm>. The procedures also apply to liquid industrial waste and polychlorinated biphenyl (PCB) waste, as per the current Operational Memos, respectively, 121-4 and 147-1.

The following is a copy for your convenience.

Sec. 264.72 Manifest discrepancies.

(a) Manifest discrepancies are:

(1) Significant differences (as defined by paragraph (b) of this section) between the quantity or type of hazardous waste designated on the manifest or shipping paper, and the quantity and type of hazardous waste a facility actually receives;

(2) Rejected wastes, which may be a full or partial shipment of hazardous waste that the TSDF cannot accept; or

(3) Container residues, which are residues that exceed the quantity limits for "empty" containers set forth in 40 CFR 261.7(b).

(b) Significant differences in quantity are: For bulk waste, variations greater than 10 percent in weight; for batch waste, any variation in piece count, such as a discrepancy of one drum in a truckload. Significant differences in type are obvious differences which can be discovered by inspection or waste analysis, such as waste solvent substituted for waste acid, or toxic constituents not reported on the manifest or shipping paper.

(c) Upon discovering a significant difference in quantity or type, the owner or operator must attempt to reconcile the discrepancy with the waste generator or transporter (e.g., with telephone conversations). If the discrepancy is not resolved within 15 days after receiving the waste, the owner or operator must immediately submit to the Regional Administrator a letter describing the discrepancy and attempts to reconcile it, and a copy of the manifest or shipping paper at issue.

(d)(1) Upon rejecting waste or identifying a container residue that exceeds the quantity limits for "empty" containers set forth in 40 CFR 261.7(b), the facility must consult with the generator prior to forwarding the waste to another facility that can manage the waste. If it is impossible to locate an alternative facility that can receive the waste, the facility may return the rejected waste or residue to the generator. The facility must send the waste to the alternative facility or to the generator within 60 days of the rejection or the container residue identification.

(2) While the facility is making arrangements for forwarding rejected wastes or residues to another facility under this section, it must ensure that either the delivering transporter retains custody of the waste, or, the facility must provide for secure, temporary custody of the waste, pending delivery of the waste to the first transporter designated on the manifest prepared under paragraph (e) or (f) of this section.

(e) Except as provided in paragraph (e)(7) of this section, for full or partial load rejections and residues that are to be sent off-site to an alternate facility, the facility is required to prepare a new manifest in accordance with Sec. 262.20(a) of this chapter and the following instructions:

(1) Write the generator's U.S. EPA ID number in Item 1 of the new manifest. Write the generator's name and mailing address in Item 5 of the new manifest. If the mailing address is different from the generator's site address, then write the generator's site address in the designated space for Item 5.

(2) Write the name of the alternate designated facility and the facility's U.S. EPA ID number in the designated facility block (Item 8) of the new manifest.

(3) Copy the manifest tracking number found in Item 4 of the old manifest to the Special Handling and Additional Information Block of the new manifest, and indicate that the shipment is a residue or rejected waste from the previous shipment.

(4) Copy the manifest tracking number found in Item 4 of the new manifest to the manifest reference number line in the Discrepancy Block of the old manifest (Item 18a) of this chapter.

(5) Write the DOT description for the rejected load or the residue in Item 9 (U.S. DOT Description) of the new manifest and write the container types, quantity, and volume(s) of waste.

(6) Sign the Generator's/Officer's Certification to certify, as the offeror of the shipment, that the waste has been properly packaged, marked and labeled and is in proper condition for transportation.

(7) For full load rejections that are made while the transporter remains present at the facility, the facility may forward the rejected shipment to the alternate facility by completing Item 18b of the original manifest and supplying the information on the next destination facility in the Alternate Facility space. The facility must retain a copy of this manifest for its records, and then give the remaining copies of the manifest to the transporter to accompany the shipment. If the original manifest is not used, then the facility must use a new manifest and comply with paragraphs (e)(1), (2), (3), (4), (5), and (6) of this section.

(f) Except as provided in paragraph (f)(7) of this section, for rejected wastes and residues that must be sent back to the generator, the facility is required to prepare a new manifest in accordance with Sec. 262.20(a) of this chapter and the following instructions:

(1) Write the facility's U.S. EPA ID number in Item 1 of the new manifest. Write the generator's name and mailing address in Item 5 of the new manifest. If the mailing address is different from the generator's site address, then write the generator's site address in the designated space for Item 5.

(2) Write the name of the initial generator and the generator's U.S. EPA ID number in the designated facility block (Item 8) of the new manifest.

(3) Copy the manifest tracking number found in Item 4 of the old manifest to the Special Handling and Additional Information Block of the new manifest, and indicate that the shipment is a residue or rejected waste from the previous shipment.

(4) Copy the manifest tracking number found in Item 4 of the new manifest to the manifest reference number line in the Discrepancy Block of the old manifest (Item 18a).

(5) Write the DOT description for the rejected load or the residue in Item 9 (U.S. DOT Description) of the new manifest and write the container types, quantity, and volume(s) of waste.

(6) Sign the Generator's/Officer's Certification to certify, as offeror of the shipment, that the waste has been properly packaged, marked and labeled and is in proper condition for transportation.

(7) For full load rejections that are made while the transporter remains at the facility, the facility may return the shipment to the generator with the

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original manifest by completing Item 18a and 18b of the manifest and supplying the generator's information in the Alternate Facility space. The facility must retain a copy for its records and then give the remaining copies of the manifest to the transporter to accompany the shipment. If the original manifest is not used, then the facility must use a new manifest and comply with paragraphs (f)(1), (2), (3), (4), (5), and (6) of this section.

(g) If a facility rejects a waste or identifies a container residue that exceeds the quantity limits for "empty" containers set forth in 40 CFR 261.7(b) after it has signed, dated, and returned a copy of the manifest to the delivering transporter or to the generator, the facility must amend its copy of the manifest to indicate the rejected wastes or residues in the discrepancy space of the amended manifest. The facility must also copy the manifest tracking number from Item 4 of the new manifest to the Discrepancy space of the amended manifest, and must re-sign and date the manifest to certify to the information as amended. The facility must retain the amended manifest for at least three years from the date of amendment, and must within 30 days, send a copy of the amended manifest to the transporter and generator that received copies prior to their being amended.

INSTRUCTIONS ON COMPLETING THE NEW UNIFORM MANIFEST

The regulations can be found in 40 CFR under; Section 263.21 Compliance with the manifest, Section 264.72; Manifest discrepancies and Section 265.72 Manifest discrepancies. The final rule is available on the web at <http://www.epa.gov/fedrgstr/EPA-WASTE/2005/March/Day-04/f1966.htm>. The following is a copy for your convenience.

Appendix to Part 262--Uniform Hazardous Waste Manifest and Instructions EPA Forms 8700-22 and 8700-22A and Their Instructions)

U.S. EPA Form 8700-22

Read all instructions before completing this form.

1. This form has been designed for use on a 12-pitch (elite) typewriter which is also compatible with standard computer printers; a firm point pen may also be used--press down hard.

2. Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, and disposal facilities to complete this form (8700-22) and, if necessary, the continuation sheet (8700-22A) for both inter- and intrastate transportation of hazardous waste.

Manifest 8700-22

The following statement must be included with each Uniform Hazardous Waste Manifest, either on the form, in the instructions to the form, or accompanying the form:

Public reporting burden for this collection of information is estimated to average: 30 minutes for generators, 10 minutes for transporters, and 25 minutes for owners or operators of treatment, storage, and disposal facilities. This includes time for reviewing instructions, gathering data, completing, reviewing and transmitting the form. Send comments regarding the burden estimate, including suggestions for reducing this burden, to: Chief, Information Policy Branch (2136), U.S. Environmental Protection Agency, Ariel Rios Building; 1200 Pennsylvania Ave., NW., Washington, DC 20460; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

I. Instructions for Generators

Item 1. Generator's U.S. EPA Identification Number

Enter the generator's U.S. EPA twelve digit identification number, or the State generator identification number if the generator site does not have an EPA identification number.

DEQ Note: To confirm you have the correct site identification number search the MDEQ Waste Data System (WDS) at www.deq.state.mi.us/wdspi/ by the facility address or contact the WHMD District Office that serves your county.

Item 2. Page 1 of --

Enter the total number of pages used to complete this Manifest (i.e., the first page (EPA Form 8700-22) plus the number of Continuation Sheets (EPA Form 8700-22A), if any).

Item 3. Emergency Response Phone Number

Enter a phone number for which emergency response information can be obtained in the event of an incident during transportation. The emergency response phone number must:

1. Be the number of the generator or the number of an agency or organization who is capable of and accepts responsibility for providing detailed information about the shipment;
2. Reach a phone that is monitored 24 hours a day at all times the waste is in transportation (including transportation related storage); and
3. Reach someone who is either knowledgeable of the hazardous waste being shipped and has comprehensive emergency response and spill cleanup/incident mitigation information for the material being shipped or has immediate access to a person who has that knowledge and information about the shipment.

Note: Emergency Response phone number information should only be entered in Item 3 when there is one phone number that applies to all the waste materials described in Item 9b. If a situation (e.g., consolidated shipments) arises where more than one Emergency Response phone number applies to the various wastes listed on the manifest, the phone numbers associated with each specific material should be entered after its description in Item 9b.

DEQ Note: Use of the Uniform Hazardous Waste Manifest for liquid industrial waste only shipments still requires the generator to enter in all required data that includes an emergency response phone number that meets the aforementioned requirements.

Item 4. Manifest Tracking Number

This unique tracking number must be pre-printed on the manifest by the forms printer.

DEQ Note: Use of the Uniform Hazardous Waste Manifest is required for shipments of liquid industrial waste.

Item 5. Generator's Mailing Address, Phone Number and Site Address

Enter the name of the generator, the mailing address to which the completed manifest signed by the designated facility should be mailed, and the generator's telephone number. Note, the telephone number (including area code) should be the number where the generator or his authorized agent may be reached to provide instructions in the event of an Emergency or if the designated and/or alternate (if any) facility rejects some or all of the shipment. Also enter the physical site address from which the shipment originates only if this address is different than the mailing address.

Item 6. Transporter 1 Company Name, and U.S. EPA ID Number

Enter the company name and U.S. EPA ID number of the first transporter who will transport the waste. Vehicle or driver information may not be entered here.

DEQ Note: The transportation of hazardous or liquid industrial waste in the State of Michigan requires the use of a transporter that is registered and permitted in accordance with the requirements of the Hazardous Materials Transportation Act, Act 138.

Item 7. Transporter 2 Company Name and U.S. EPA ID Number

If applicable, enter the company name and U.S. EPA ID number of the second transporter who will transport the waste. Vehicle or driver information may not be entered here.

If more than two transporters are needed, use a Continuation Sheet(s) (EPA Form 8700-22A).

Item 8. Designated Facility Name, Site Address, and U.S. EPA ID Number

Enter the company name and site address of the facility designated to receive the waste listed on this manifest. Also enter the facility's phone number and the U.S. EPA twelve digit identification number of the facility.

Item 9. U.S. DOT Description (Including Proper Shipping Name, Hazard Class or Division, Identification Number, and Packing Group)

Item 9a. If the wastes identified in Item 9b consist of both hazardous and nonhazardous materials, then identify the hazardous materials by entering an ``X" in this Item next to the corresponding hazardous material identified in Item 9b.

Item 9b. Enter the U.S. DOT Proper Shipping Name, Hazard Class or Division, Identification Number (UN/NA) and Packing Group for each waste as identified in 49 CFR 172. Include technical name(s) and reportable quantity references, if applicable.

Note: If additional space is needed for waste descriptions, enter these additional descriptions in Item 27 on the Continuation Sheet (EPA Form 8700-22A). Also, if more than one Emergency Response phone number applies to the various wastes described in either Item 9b or Item 27, enter applicable Emergency Response phone numbers immediately following the shipping descriptions for those Items.

DEQ Note: See the US Department of Transportation shipping tables and information at <http://hazmat.dot.gov> or contact the Michigan State Police Carrier division at 517-336-6580.

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Item 10. Containers (Number and Type)

Enter the number of containers for each waste and the appropriate abbreviation from Table I (below) for the type of container.

Table I.--Types of Containers

BA = Burlap, cloth, paper, or plastic bags.
CF = Fiber or plastic boxes, cartons, cases.
CM = Metal boxes, cartons, cases (including roll-offs).
CW = Wooden boxes, cartons, cases.
CY = Cylinders.
DF = Fiberboard or plastic drums, barrels, kegs.
DM = Metal drums, barrels, kegs.
DT = Dump truck.
DW = Wooden drums, barrels, kegs.
HG = Hopper or gondola cars.
TC = Tank cars.
TP = Portable tanks.
TT = Cargo tanks (tank trucks).

Item 11. Total Quantity

Enter, in designated boxes, the total quantity of waste. Round partial units to the nearest whole unit, and do not enter decimals or fractions. To the extent practical, report quantities using appropriate units of measure that will allow you to report quantities with precision. Waste

quantities entered should be based on actual measurements or reasonably accurate estimates of actual quantities shipped. Container capacities are not acceptable as estimates.

Item 12. Units of Measure (Weight/Volume)

Enter, in designated boxes, the appropriate abbreviation from Table II (below) for the unit of measure.

Table II.--Units of Measure

G = Gallons (liquids only).
K = Kilograms.
L = Liters (liquids only).
M = Metric Tons (1000 kilograms).
N = Cubic Meters.
P = Pounds.
T = Tons (2000 pounds).
Y = Cubic Yards.

Note: Tons, Metric Tons, Cubic Meters, and Cubic Yards should only be reported in connection with very large bulk shipments, such as rail cars, tank trucks, or barges.

Item 13. Waste Codes

Enter up to six federal and state waste codes to describe each waste stream identified in Item 9b. State waste codes that are not redundant with federal codes must be entered here, in addition to the federal waste codes which are most representative of the properties of the waste.

DEQ Note: see the section on STATE-SPECIFIC LIQUID INDUSTRIAL WASTE CODES for non-hazardous liquid industrial waste codes.

DEQ Note: see the section on REQUIREMENTS FOR COMMINGLING HAZARDOUS WASTE OR CONSOLIDATING LIQUID INDUSTRIAL WASTE for additional waste code requirements.

Item 14. Special Handling Instructions and Additional Information.

1. Generators may enter any special handling or shipment-specific information necessary for the proper management or tracking of the materials under the generator's or other handler's business processes, such as waste profile numbers, container codes, bar codes, or response guide numbers. Generators also may use this space to enter additional descriptive information about their shipped materials, such as chemical names, constituent percentages, physical state, or specific gravity of wastes identified with volume units in Item 12.

2. This space may be used to record limited types of federally required information for which there is no specific space provided on the manifest, including any alternate facility designations; the manifest tracking number of the original manifest for rejected wastes and residues that are re-shipped under a second manifest; and the specification of PCB waste descriptions and PCB out-of-service dates required under 40 CFR 761.207. Generators,

however, cannot be required to enter information in this space to meet state regulatory requirements.

Item 15. Generator's/Offerrer's Certifications

1. The generator must read, sign, and date the waste minimization certification statement. In signing the waste minimization certification statement, those generators who have not been exempted by statute or regulation from the duty to make a waste minimization certification under section 3002(b) of RCRA are also certifying that they have complied with the waste minimization requirements. The Generator's Certification also contains the required attestation that the shipment has been properly prepared and is in proper condition for transportation (the shipper's certification). The content of the shipper's certification statement is as follows: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and national governmental regulations. When a party other than the generator prepares the shipment for Transportation, this party may also sign the shipper's certification statement as the offeror of the shipment.

2. Generator or Offeror personnel may preprint the words, ``On behalf of" in the signature block or may hand write this statement in the signature block prior to signing the generator/offerrer certification, to indicate that the individual signs as the employee or agent of the named principal.

Note: All of the above information except the handwritten signature required in Item 15 may be pre-printed.

II. Instructions for International Shipment Block

Item 16. International Shipments

For export shipments, the primary exporter must check the export box, and enter the point of exit (city and state) from the United States. For import shipments, the importer must check the import box and enter the point of entry (city and state) into the United States. For exports, the transporter must sign and date the manifest to indicate the day the shipment left the United States. Transporters of hazardous waste shipments must deliver a copy of the manifest to the U.S. Customs when exporting the waste across U.S. borders.

DEQ Note: see the section REQUIREMENTS FOR SHIPMENTS OF HAZARDOUS WASTE TRANSITS THROUGH CANADA for more information

III. Instructions for Transporters

Item 17. Transporters' Acknowledgments of Receipt

Enter the name of the person accepting the waste on behalf of the first transporter. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt. Only one signature per transportation company is required. Signatures are not

required to track the movement of wastes in and out of transfer facilities, unless there is a change of custody between transporters.

If applicable, enter the name of the person accepting the waste on behalf of the second transporter. That person must acknowledge acceptance of the waste described on the manifest by signing and entering the date of receipt.

Note: Transporters carrying imports, who are acting as importers, may have responsibilities to enter information in the International Shipments Block. Transporters carrying exports may also have responsibilities to enter information in the International Shipments Block. See above instructions for Item 16.

IV. Instructions for Owners and Operators of Treatment, Storage, and Disposal Facilities

Item 18. Discrepancy

Item 18a. Discrepancy Indication Space

1. The authorized representative of the designated (or alternate) facility's owner or operator must note in this space any discrepancies between the waste described on the Manifest and the waste actually received at the facility. Manifest discrepancies are: significant differences (as defined by Sec. Sec. 264.72(b) and 265.72(b)) between the quantity or type of hazardous waste designated on the manifest or shipping paper, and the quantity and type of hazardous waste a facility actually receives, rejected wastes, which may be a full or partial shipment of hazardous waste that the TSDF cannot accept, or container residues, which are residues that exceed the quantity limits for "empty" containers set forth in 40 CFR 261.7(b).

2. For rejected loads and residues (40 CFR 264.72(d), (e), and (f), or 40 CFR 265.72(d), (e), or (f)), check the appropriate box if the shipment is a rejected load (i.e., rejected by the designated and/or alternate facility and is sent to an alternate facility or returned to the generator) or a regulated residue that cannot be removed from a container. Enter the reason for the rejection or the inability to remove the residue and a description of the waste. Also, reference the manifest tracking number for any additional manifests being used to track the rejected waste or residue shipment on the original manifest. Indicate the original manifest tracking number in Item 14, the Special Handling Block and Additional Information Block of the additional manifests.

3. Owners or operators of facilities located in unauthorized States (i.e., states in which the U.S. EPA administers the hazardous waste management program) who cannot resolve significant differences in quantity or type within 15 days of receiving the waste

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must submit to their Regional Administrator a letter with a copy of the Manifest at issue describing the discrepancy and attempts to reconcile it (40 CFR 264.72(c) and 265.72(c)).

4. Owners or operators of facilities located in authorized States (i.e., those States that have received authorization from the U.S. EPA to administer the hazardous waste management program) should contact their State agency for information on where to report discrepancies involving "significant differences" to state officials.

Item 18b. Alternate Facility (or Generator) for Receipt of Full Load Rejections

Enter the name, address, phone number, and EPA Identification Number of the Alternate Facility which the rejecting TSDF has designated, after consulting with the generator, to receive a fully rejected waste shipment. In the event that a fully rejected shipment is being returned to the generator, the rejecting TSDF may enter the generator's site information in this space. This field is not to be used to forward partially rejected loads or residue waste shipments.

Item 18c. Alternate Facility (or Generator) Signature

The authorized representative of the alternate facility (or the generator in the event of a returned shipment) must sign and date this field of the form to acknowledge receipt of the fully rejected wastes or residues identified by the initial TSDF.

DEQ Note: The following clarification was provided by the US EPA.

A waste shipment arrives at the treatment, storage, or disposal facility (TSD) and is rejected because the TSD cannot accept waste at that time (e.g., had a fire that temporarily closed the operation). This is a full rejection but what is the preferred reason (type and/or quantity)? Do you always have to have a reason why the waste was ejected?

Your statement of this question seems to indicate some confusion between the reporting of discrepancies in quantity or type (these were the only types of discrepancies that we used to report on the old manifest) and the reporting of rejections, which the new forms rule added as a new variety of discrepancy to be reported in the discrepancy space. As Instruction #18a for the Facility requirements of the Form makes clear, a reason need only be provided for rejections and residues, but not for discrepancies in quantity or type. The latter are covered in more detail in discrepancy reports. But for rejected wastes and regulated residues, the facility must always provide a reason for the rejection (or for the inability to remove the residue) with the description of the materials rejected or the residue.

Assuming there are TSDF personnel present at the facility to actually sign the manifest and note the rejection, a fire at the facility would be an adequate reason for rejecting the delivery. If the TSDF is closed and no personnel are available to reject the shipment, the transporter could follow the "non-deliverable" waste procedures, and (after consulting with generator), forward the waste to an alternate facility without the involvement of the closed facility.

Item 19. Hazardous Waste Report Management Method Codes

Enter the most appropriate Hazardous Waste Report Management Method code for each waste listed in Item 9. The Hazardous Waste Report Management Method code is to be entered by the first treatment, storage, or disposal facility (TSDF) that receives the waste and is the code that best describes the way in which the waste is to be managed when received by the TSDF.

DEQ Note: see the section METHOD MANAGEMENT CODE for more information.

Item 20. Designated Facility Owner or Operator Certification of Receipt (Except As Noted in Item 18a)

Enter the name of the person receiving the waste on behalf of the owner or operator of the facility. That person must acknowledge receipt or rejection of the waste described on the Manifest by signing and entering the date of receipt or rejection where indicated. Since the Facility Certification acknowledges receipt of the waste except as noted in the Discrepancy Space in Item 18a, the certification should be signed for both waste receipt and waste rejection, with the rejection being noted and described in the space provided in Item 18a. Fully rejected wastes may be forwarded or returned using Item 18b after consultation with the generator. Enter the name of the person accepting the waste on behalf of the owner or operator of the alternate facility or the original generator. That person must acknowledge receipt or rejection of the waste described on the Manifest by signing and entering the date they received or rejected the waste in Item 18c. Partially rejected wastes and residues must be re-shipped under a new manifest, to be initiated and signed by the rejecting TSDF as offeror of the shipment.

Manifest Continuation Sheet

Instructions--Continuation Sheet, U.S. EPA Form 8700-22A

Read all instructions before completing this form. This form has been designed for use on a 12-pitch (elite) typewriter; a firm point pen may also be used--press down hard.

This form must be used as a continuation sheet to U.S. EPA Form 8700-22 if:

- More than two transporters are to be used to transport the waste; or
- More space is required for the U.S. DOT descriptions and related information in Item 9 of U.S. EPA Form 8700-22.

Federal regulations require generators and transporters of hazardous waste and owners or operators of hazardous waste treatment, storage, or disposal facilities to use the uniform hazardous waste manifest (EPA Form 8700-22) and, if necessary, this continuation sheet (EPA Form 8700-22A) for both interstate and intrastate transportation.

Item 21. Generator's ID Number

Enter the generator's U.S. EPA twelve digit identification number or, the State generator identification number if the generator site does not have an EPA identification number.

Item 22. Page ----

Enter the page number of this Continuation Sheet.

Item 23. Manifest Tracking Number

Enter the Manifest Tracking number from Item 4 of the Manifest form to which this continuation sheet is attached.

Item 24. Generator's Name--

Enter the generator's name as it appears in Item 5 on the first page of the Manifest.

Item 25. Transporter--Company Name

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 3 Company Name. Also enter the U.S. EPA twelve digit identification number of the transporter described in Item 25.

Item 26. Transporter--Company Name

If additional transporters are used to transport the waste described on this Manifest, enter the company name of each additional transporter in the order in which they will transport the waste. Enter after the word "Transporter" the order of the transporter. For example, Transporter 4 Company Name. Each Continuation Sheet can record the names of two additional transporters. Also enter the U.S. EPA twelve digit identification number of the transporter named in Item 26.

Item 27. U.S. D.O.T. Description Including Proper Shipping Name, Hazardous Class, and ID Number (UN/NA)

For each row enter a sequential number under Item 27b that corresponds to the order of waste codes from one continuation sheet to the next, to reflect the total number of wastes being shipped. Refer to instructions for Item 9 of the manifest for the information to be entered.

Item 28. Containers (No. And Type)

Refer to the instructions for Item 10 of the manifest for information to be entered.

Item 29. Total Quantity

Refer to the instructions for Item 11 of the manifest form.

Item 30. Units of Measure (Weight/Volume)

Refer to the instructions for Item 12 of the manifest form.

Item 31. Waste Codes

Refer to the instructions for Item 13 of the manifest form.

Item 32. Special Handling Instructions and Additional Information

Refer to the instructions for Item 14 of the manifest form.

Transporters

Item 33. Transporter--Acknowledgment of Receipt of Materials

Enter the same number of the Transporter as identified in Item 25. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in Item 25. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Item 34. Transporter--Acknowledgment of Receipt of Materials

Enter the same number of the Transporter as identified in Item 26. Enter also the name of the person accepting the waste on behalf of the Transporter (Company Name) identified in Item 26. That person must acknowledge acceptance of the waste described on the Manifest by signing and entering the date of receipt.

Owner and Operators of Treatment, Storage, or Disposal Facilities

Item 35. Discrepancy Indication Space

Refer to Item 18. This space may be used to more fully describe information on discrepancies identified in Item 18a of the manifest form.

Item 36. Hazardous Waste Report Management Method Codes

For each field here, enter the sequential number that corresponds to the waste materials described under Item 27, and enter the appropriate process code that describes how the materials will be processed when received. If additional continuation sheets are attached, continue numbering the waste materials and process code fields sequentially, and enter on each sheet the process codes corresponding to the waste materials identified on that sheet.

DEQ Note: see the section METHOD MANAGEMENT CODE for more information.